



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Maggie Brooks
County Executive

Brayton McK. Connard, SPHR
Director

TITLE: SUPERVISING CHILD CARE WORKER (*Provisional Appointment)

SALARY: \$39,500 - \$51,605 annually

LOCATION: Monroe County Department of Human Services - Children's Detention Center

JOB SUMMARY:

This is an important supervisory position involving responsibility for the operation of various programs initiated for adolescent children (ages 10-15) residing in a secure detention facility, usually by Family Court order. Employees of this class are responsible for coordinating and implementing orientation, training and supervision of Senior Child Care Workers and Child Care Workers on a rotating shift basis and on alternating work schedules including weekends and holidays. Work is performed under general supervision from the Principal Child Care Worker. Does related work as required.

CANDIDATE MUST MEET BOTH MINIMUM QUALIFICATIONS AND PROMOTIONAL QUALIFICATIONS.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma, plus EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree, or completion of 60 college credits, plus four (4) years of full-time paid, or its part-time/volunteer equivalent experience involving the supervision, counseling, or instruction of children in a facility, institution, or agency devoted to the care, education, rehabilitation, or detention of children, plus one (1) year of which shall have involved supervision, OR;
- (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's or Master's degree, plus two (2) years of experience as described in (A), one (1) year of which shall have involved supervision, OR;
- (C) Six (6) years of experience as described in (A), one (1) year of which shall have involved supervision; OR,
- (D) Any equivalent combination of training and experience as defined by the limits of (A), (B), and (C) above.

PROMOTIONAL QUALIFICATIONS:

Candidates must be permanently employed in the competitive class in the **Monroe County Department of Human Services** and must have served continuously on a permanent basis for **twelve (12) months** holding the position of **Senior Child Care Worker** OR **thirty-six (36) months** holding the non competitive position of **Child Care Worker** immediately preceding the date of the written test.

SPECIAL REQUIREMENTS:

Physical examinations by a physician are required prior to starting employment and yearly thereafter, and workers must be cleared through the New York State Child Abuse Registry.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

Send Civil Service Application to:	Monroe County Department of Human Services 111 Westfall Road - Human Resources Rm: 752B Rochester, NY 14620
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Posting Date: September 6, 2012

Posting Deadline: September 20, 2012

*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.